

River Lakes Hockey Inc. Board Mtg.

AGENDA

JUNE 28, 2021

6:30 PM

RIVER LAKES CIVIC ARENA, RICHMOND

MEETING CALLED BY	Amanda Henry
TYPE OF MEETING	River Lakes Inc. Board
FACILITATOR	Amanda Henry
NOTE TAKER	Amanda Peterson
ATTENDEES	Amanda Henry, Josh Goerger, Kevin Mooney, Crystal Humbert, Amelia Hoekstra, Katie Jones, Amanda Peterson, Zsusa Bayer, Tony Savage, Chad Woelfel, Noah Bruntlett

Agenda topics

10 MINUTES

MEETING MINUTES AND AGENDA

AMANDA HENRY

DISCUSSION		
Approve April and May meeting minutes and current meeting agenda.		
Noah motion to approve April meeting minutes, 2 nd by Crystal, Motion passes.		
Noah motion to approve May meeting minutes, 2 nd by Kevin, Motion passes.		
Kevin motion to approve meeting agenda, 2 nd by Noah, Motion passes.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Post April minutes to the website	Amanda H.	
Post May minutes to the website	Amanda P.	

10 MINUTES PDC UPDATE

MIKE HAGLUND

DISCUSSION	
-No PDC update as they do not meet in June.	
-Tournaments and 4 on 4 schedule will be finalized in July.	
5 MINUTES (EACH)	Director Updates
HOCKEY	Corey / Chad- -Invoices will be sent out for missing jerseys. Each missing jersey will be charged at \$150. -Replacement jerseys need to be ordered.
BUDDY PROGRAM	Chad - No updates
TOURNAMENTS	Crystal- -Registration for home tournaments are live on our website. We are still accepting paper registration as well. -Most away tournaments are booked with the exception of Peewees. -Tournament committee is holding off on booking any girls tournaments due to uncertainty with the 10U program (unhappy with moving up to level A). PDC is aware of this concern and will work with the 10U program to find a solution. -Discussion on which sponsors to put on the tournament programs. Katie J. is going to get all donor information from the 2020-2021 season to Crystal F. -Tournament bins will be locked going forward. -On-site coordinators for the home mini-mite and mite jamboree have been identified as Amanda Peterson (Paynesville) and Chuck Andrews (Richmond)
EQUIPMENT MANAGER	Noah / Kevin- No updates
TEAM MANAGERS	Jake- No updates
FUNDRAISING	Tony- -Half of our previous ads from last year are locked for the 2021/2022 calendar. Eight new ads were obtained for the calendar as well. -Hoping to get all of the remaining calendar ads confirmed by the end of July.

	-Drawing barrel is being built for the calendar drawing.
CONCESSIONS	Amelia - -All left over products from the concession stand were sold to a baseball team.
RECRUITMENT	Kevin- -Three parades have been completed. -Idea on how to run a floor hockey program through our associations community education programs. Discuss with Charlie Orth and Mark Peterson on how the program was run and how we could do this with other school districts. Will discuss further in the winter on how to possibly implement if we can find coaching staff to facilitate.
REGISTRATION	Amanda H- -December 31 st is the USA hockey deadline to have teams registered. -Discussion on possibly opening registration up earlier than we do to help ease payments across more time for families. -New process for delinquent registration payments at try outs was discussed and what consequences will come at certain times of the year is payments have not been made. -Motion made by Kevin to hide tryout information (which team a skater is on) until their registration payment has been made; 2 nd by Zsusa B. motion passes.
CLOTHING	Amanda P- -Jordan Tanner will be our new rep with Rambow -Meeting with the new rep in mid-July to start working on clothing orders. -A mannequin was requested from the tournament committee -All available clothing for sale will be shared with association members soon.
DIBS	Crystal - -Open shifts are remaining for River Lakes Days: 5 hamburger stand and 7 clean up. -Jake and Crystal will be the site coordinators for River Lakes Days. -Review of Dibs hours completed last year by families was discussed. -Kevin motion to forgive all Dibs hours for the 2020/2021 with the exception of repeat offenders, 2 nd by Chad motion passes. -Crystal and Katie will work on sending out invoices to families being charged for their 2020/2021 dibs. They will be offered special clean up dibs hours -Suggested dibs hours for each family and those families who coach, team manage, and are board members will be presented at our next meeting.
ADVERTISING/ SPONSORSHIP	Josh - No updates
ICE SCHEDULING	-Marsha Meed has agreed to be our scheduler for another year. -Will need to discuss Marsha's stipend for next season. Average pay for an ice scheduler in our district is \$5,000. However, other associations pay anywhere from \$6,000-\$9,500 for their ice scheduler. -Ice scheduler responsibilities were noted: attend two full days of scheduling for our district games, fixes any errors in the district schedule, inputs all games, practices, and tournaments for our association and for the high school programs, coordinates getting referees, and communicates to coaches, team managers, and dibs coordinator. -Would like the high school programs to be billed monthly going forward. Zsusa and Noah will work with Marsha on this. -Need to reach out to the Paynesville school district about them using the arena for gym classes and how to recoup those costs when they use the arena.
ARENA MANAGEMENT	Noah/Kevin/Zsuzsa/- -Rekeying the Koronnis arena was motioned over email on 6-7-21 by Crystal H., 2 nd by Chad W. motion passes. Koronis arena has been rekeyed. Only Zach, Noah, and Amanda H. will have keys to the Koronis arena at this time. An approved list of vendors will have the lockbox code. Any updated to the code on the lock box will be communicated by the rink manager to the approved vendors. All access to the Koronis arena must be coordinated through the rink manager (Zach) either by calling or texting him. -Arena Management Handbook is mostly completed (BOD see email from Zsusa). Any changes made to the Arena Management processes listed in the handbook need to be discussed as a board before any changes are made. -Arena Management committee and Koronis Rink Manager responsibilities have been reviewed and finalized. The rink manager's responsibilities are to ensure the Koronis Arena, outdoor rink, and equipment on the premises are maintained, cleaned, and kept in proper working order at all times. The rink manager reports to the Arena Management committee. -Arena Management committee is the point of contact for the River Lakes Hockey board and association members in regards to any suggestions or concerns with the arenas. -4 on 4 will start September 7 th -Ice will start to go in the third week of August.
RINK IMPROVEMENT	Noah/Kevin/Zsuzsa/ - Sound system, live barn, scoreboard, projects and cleaning -New sound system is being sponsored entirely by Bayer Built (\$17,000). The sound system will be installed by mid-August. -Live Barn will be installed July 13 th . -Quote was given for the scoreboards at \$25,595 which is good until July 22 nd . There is a 6-8

	week turnaround time once it is ordered. -Tin project is being put on hold due to lack of contract with the township. -Koronis improvements have been identified and a schedule will be made as to when these projects need to be completed.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Invoice missing jersey payments to families.	Chad	@ next meeting
Sponsor list from 20/21 and 21/22 season sent to tournament committee	Katie	
Approve expenditure of \$1,200 for EMT's for tournaments	Entire board	@ next meeting
Invoice families for missing dibs hours for 20/21season	Crystal & Katie	
Ice scheduler stipend decided	Entire board	@ next meeting
Discuss new scoreboards	Entire board	@ next meeting

45 MINUTES

NEW BUSINESS

DISCUSSION		
Open board position: -Jake has stepped down from the board. Based on our by-laws we can find someone and appoint them via a vote, or we can hold another election. Our by-laws state that we need to have 13 board members. The term for this board seat would be one year. BOD members are to think of recommendations and bring to our next meeting. BWE Update: -Social media page is getting active and plans to post 1-2 times a week. -Tickets are for sale at local business. -Working on stops for bus routes. Food vendors being acquired, staging and porta potties finalized. Flyer will go out in other local parades. Summer parent kick-off meeting: Will be August 3rd @ the Paynesville Outdoor Arena at 6:30pm Additional meeting needed in July or early August to discuss other board business other than the budget is needed. Amanda P will send out a Doodle Poll to all BOD to select a meeting date.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Suggestions for new board member	Entire board	@ next meeting
Set up Doodle Poll for additional BOD meeting	Amanda P	ASAP

5 MIN

TREASURER REPORT

DISCUSSION		
Monthly recap review. -Tournament payments are coming in, and we are sending out payments for our away tournaments. -No new expenses for BWE -Looking at this year’s budget what we projected to spend and what we spent are lining up. -Budget for next year will be discussed at our July 26th meeting.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Invite those involved in budget process to July 26 th meeting	Katie & Amanda H.	

10 MIN

TIME LINE ITEMS

DISCUSSION		
Kick-off meeting date: Wednesday, August 4th @ the Koronis Outdoor Arena at 6:30pm Fall camp discussion PDC will discuss at their next meeting. Establish volunteer requirements, board will discuss at the next meeting. Get information to Community Ed programs Send save the date for registration dates.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send camp information to Community Ed Programs	Kevin	
OBSERVERS	Marcia Mead, Zach Holzer	
SPECIAL NOTES		
NEXT MEETING	Monday, July 26 at 6:30 at the New London Legion	